



Date:

Dear Parent,

This letter is to inform you that your son / daughter

_____ of homeroom _____

has received a '0' for the following Assessment Task:

Students have been informed of the consequences of not meeting academic obligations and the importance of academic honesty at VSA.

The *VSA Guidelines for Academic Success* clearly outline the procedures followed by teachers for an infraction of this nature.

Academic dishonesty

"The academically honest student does not

- use notes during an assessment task or exam unless allowed by the teacher
- copy from another student during an assessment task or exam
- communicate in any way, verbally or non-verbally, during an assessment task or exam
- copy homework or an assessment task of another student
- hand in writing as his/her own which has been copied
- give another student his/her work to copy
- do homework for another student
- use electronic aids when these are not allowed

In all of the above cases, the work submitted cannot be considered their own effort and must therefore be awarded 0."

Please discuss the seriousness of this situation with your child and return this letter signed to me. We appreciate your support in this matter.

Yours Sincerely,

Subject Teacher Signature

Parent Signature